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**F.1 52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)**

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://www.arnet.gov/far/>

- 52.242-15 Stop-Work Order (AUG 1989).
- 52.242-17 Government Delay of Work (APR 1984).

**F.2 DELIVERY REQUIREMENTS****F.2.1 Time of Delivery**

The time of delivery shall be indicated on individual task/delivery orders. Deliverables are due as stated in the requirements set forth in Section C, the offeror's proposal, as amended, and in each individual task/delivery order.

**F.2.2 Task/delivery Orders**

The services required to meet the Section C requirements will be acquired through individual task/delivery orders. Such task/delivery orders may be issued at any time following contract award.

**F.2.3 Receipt of Order**

In the absence of contrary evidence, a Delivery Order shall be presumed received by the Contractor within three business days of the date of issuance, if sent by U.S. Mail. An order will be presumed to be received by the Contractor on the issuance date if "Faxed" or hand delivered to the Contractor.

**F.2.4 Deliverable Items**

Deliverable items required hereunder are specified in Section C of the contract and each task/delivery Order.

**F.3 PERIOD OF PERFORMANCE**

The period of performance of this contract will coincide with the term of contract period and as identified/defined by individual task/delivery orders.

**F.4 TERM OF CONTRACT**

The initial period of this contract is from date of award through September 30, 2001. In addition the contract contains four one-year options to renew up to a maximum contract life of 60 months.

**F.5 PLACE OF PERFORMANCE**

Unless required otherwise in individual task/delivery orders, the contractor shall perform the requirements of this contract at contractor facilities.

**F.6 DELIVERABLES**

The Government will specify deliverables in individual task/delivery orders. Unless otherwise specified in the individual task/delivery orders, the Government will have a maximum of fifteen (15) working days from the day the draft deliverable is received to review the document and provide comments back to the contractor. The Contractor will also have a maximum of five (5) working days from the day comments are received to incorporate all changes and submit the final deliverable to the Government for approval to release.

**F.7 REPORTS**

The Contractor shall inform the Government of problems through a problem notification report, described as follows:

- a. Monthly Status Report - The contractor shall prepare a Monthly Status Report on the performance of each task. One copy of this report shall be submitted to the Contracting Officer's Technical Representative (COTR) by the tenth working day of the month following the end of the reporting period. The report shall summarize the progress accomplished, problems encountered, anticipated Government caused problems, and the resultant impact and schedule changes, if any.
- b. Problem Notification Report - The contractor shall keep the Government informed of all problems, including anticipated Government caused problems, that impact or potentially impact the project. For each problem encountered a Problem Notification report shall be submitted to the CO and COTR within 24 hours after identification of a problem. These reports shall follow the outline shown in Section J, Attachment 6.
- c. Fund Expenditure Report - The contractor shall keep the Government informed of all funds expended and a forecast of future costs for level of effort task orders.

These reports shall follow the outline shown in Section J, Attachment 7 and shall be submitted each for each individual task order on a monthly basis to the task COTR.

*(END OF SECTION F)*